



NATIONAL GUARD BUREAU
1411 JEFFERSON DAVIS HIGHWAY
ARLINGTON VA 22202-3231

ARNG-HRH

20 DEC 2010

MEMORANDUM FOR The Military Personnel Management Officers of all States, Puerto Rico, the US Virgin Islands, Guam, and the District of Columbia

SUBJECT: Clarification of Civilian Education Requirements for Enlisted Promotion to Sergeant E5 and Above (ARNG-HRH Policy # 10-083)


1. References.

- a. Army Regulation 600-8-19, Enlisted Promotions and Reductions, 30 April 2010.
- b. NG Pam (DA Pam) 25-10, Standard Installation/Division Personnel System, Army National Guard, (SIDPERS-ARNG) Data element Dictionary, 11 January 2002.
- c. Memorandum, ARNG Enlistment Criteria (ECM), 1 October 2006.

2. Effective immediately, Army National Guard Soldiers with a valid Home Study Diploma, as outlined in reference 1c, are eligible for promotion consideration through the rank of Sergeant Major with regard to civilian education requirements. Paragraph 7-20e of reference 1a will be amended to add the Home Study Diploma in a future rapid action revision.

3. The current SIDPERS-ARNG does not allow a Grade Change (GRCH) transaction to process promotion on an enlisted Soldier with a civilian education level code of "G" (Home Study Diploma). ARNG-HRP is submitting an Engineering Change Proposal (ECP) to correct this validation error. In the interim, States can award a civilian education level code of "K" using the mnemonic CEDL and then process a GRCH transaction for enlisted promotion. Upon completion of the GRCH transaction, a second CEDL must be processed to correct the civilian education level code back to "G".

4. The point of contact is LTC Charles G. Stephenson, Chief, Enlisted Policy Branch, at DSN 329-2686, (703) 601-2686, or charles.stephenson1@us.army.mil.

for 
DENNIS P. CHAPMAN, Deputy
COL, IN
Chief, Personnel Policy Division

Stephenson, Charles G LTC MIL NG NGB ARNG

From: Walters, Zara A MAJ MIL NG NGB ARNG
Sent: Wednesday, December 15, 2010 4:49 PM
To: Heffner, Gregory W Mr CIV NG NGB ARNG
Cc: Stephenson, Charles G LTC MIL NG NGB ARNG; Myers, Bert L CW5 MIL NG NGB ARNG; Donaghue, James MAJ MIL NG NGB ARNG; Noble, Calvin W Mr CIV NG NGB ARNG
Subject: FW: Changes to Civilian Education Requirements for Promotion Finalv2.docx (UNCLASSIFIED)
Attachments: Changes to Civilian Education Requirements for Promotion Finalv2.docx

Classification: UNCLASSIFIED
Caveats: FOUO

Mr. Heffner -

COL Kenkel has approved the enclosed. Thank you. Please send us the signed version when possible.

MAJ Walters
ARNG-HRP-S
Systems Branch Chief
703-607-7156
zara.walters@us.army.mil

-----Original Message-----

From: Macaraeg, Eduardo G CW2 MIL NG NGB ARNG
Sent: Wednesday, December 15, 2010 4:42 PM
To: Walters, Zara A MAJ MIL NG NGB ARNG
Subject: Changes to Civilian Education Requirements for Promotion Finalv2.docx (UNCLASSIFIED)

Classification: UNCLASSIFIED
Caveats: FOUO

MAJ Walters,

Here is the document you requested.

Thank you,
Eduardo G. Macaraeg
CW2, AG
ARNG-HRP-S
703-607-7155; DSN 327-7155

"Always Do the Right Thing" - "Por Duga" (a teaching passed down from my Great Grandfather "Gaspar Macaraeg" from a small Village in Pangasinan, Philippines; circa 1860)

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